

CAREER INTERN PROGRAM (CIP)

This new, two-year corporate entry-level hiring and developmental program, launched as a result of a Human Capital Summit initiative, maximizes use of new hiring authorities and pay flexibilities to attract and retain highly qualified, diverse technical and professional personnel. It provides work and developmental training experiences that show a broad overview of the breadth, complexity and importance of DOE's mission. A new dual-track feature allows participants to initially take common core training as a group with subsequent training divided into technical (scientific and engineering) and business (administrative/management) tracks according to the participants' target positions. Key program components are:

Recruitment and Hiring Features:

- Emphasizes the use of new Federal Career Intern Appointing Authority. This two-year excepted service authority, designed for use with entry-level developmental programs, provides maximum flexibility in recruitment strategy design, targeted recruitment, ease of hiring, and conversion to permanent appointment after completion of program requirements.
- Recruitment and hiring are carried out at the local level with corporate support. Program participants, hired at the GS-5, 7, and 9 levels, are employees of the hiring site.
- Pay flexibilities include special salary rates for certain occupations, recruitment bonuses, superior qualification appointments, and the new student loan repayment option. These are all appealing pay choices that can be used singly or in combination to craft a compelling offer to attract candidates.

Training and Development Features:

- Provides an orientation with an overview of Federal government and DOE operations.
- Centrally funds common core training with separate training tracks for technical (scientific and engineering) and business (administrative/management) career paths.
- Requires Individual Development Plan for each participant.
- Strongly encourages and incorporates the use of web-based training within the program through the DOE OnLine Learning Center.
- Provides specific work and training assignments through the Field/Program Offices.
- Requires a minimum of one 30-day rotational assignment(s) in headquarters or field offices, laboratories and/or contractor organizations.
- Provides for the assignment of an individual, trained mentor to each participant.